



**U.S. Department of the Interior**  
**"To-Be" Trust Business Model**  
**Process Template**

**Title: Award Tribal Enterprise**

*Identify the process in the "Verb Noun" format. (Ex: Maintain Ownership)*

**Process Number**  
**UM.2.2**

**1. Process Definition** *Provide an overview of the process and define its starting and ending points*

<b>1.1 Starts With</b>	Review Tribal preferences and selection criteria.
<b>1.2 Process Overview</b>	Tribes may define criteria to award land use contracts to a tribal enterprise. Depending upon the type of program, this awarding process provides a "first right of refusal" option to the tribal enterprise and awards the land use contract to the tribal enterprise. Failure by the tribal enterprise to exercise the agreement provides the option to enter into a different method of selecting an operator and finalizing a use agreement, such as negotiation or bid conduction.
<b>1.3 Stops With</b>	Land use contract is awarded to a tribal enterprise.

**2. Trust Business Objectives** *Identify the Comprehensive Trust Model strategic goals and business objectives to which this process contributes.*

<b>Goal/Objective</b>
GOAL 4: LAND AND NATURAL RESOURCES MANAGEMENT THAT MAXIMIZES RETURN WHILE MEETING BENEFICIARY DESIRES
OBJECTIVE 4.1: LAND AND NATURAL RESOURCE ASSET PLANS AND STEWARDSHIP STRATEGIES Develop land and natural resource asset plans and stewardship strategies.
OBJECTIVE 4.2: PRESERVATION AND PROTECTION OF LAND AND NATURAL RESOURCE ASSETS Preserve and protect the long-term viability of land and natural resource assets consistent with fiduciary duties and with the beneficiaries' intended use of the as-sets.
OBJECTIVE 4.3: LAND AND NATURAL RESOURCE ASSET BUSINESS MANAGEMENT Manage land and natural resource assets effectively and proactively to obtain fair market value for beneficiaries and to incorporate beneficiary requirements.
OBJECTIVE 4.4: APPRAISALS Obtain appraisal information, as needed, on trust and restricted lands for tribal and individual Indian owners, using methods and techniques that meet professional standards.

**3. How should Beneficiaries be involved in this process?**

<b>Beneficiary Involvement</b>
None



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**4. Organizations, Offices and Roles.** Identify the DOI organizations and related roles that should be involved in performing the process.

**4.1 DOI Organizations.** Identify the DOI organizations, offices and individual roles that contribute to this process.

DOI organizations include the Office of the Secretary, BIA, OST, BLM, MMS, OHA, OSM among others.

Offices include Central Offices, Regional Offices, Agency(Field) Offices, etc.

All individual roles that contribute, in a significant manner, should be identified.

Organization	Office	Role	Contribution
BIA	Program Office		Decide final awardees.  Coordinate the process of award with the tribe and the awarded tribal enterprise.
Tribe	Tribal Office		Exercise "First Right of Refusal" / "Right to Meet High Bid" in the form of a resolution.  Award land use contract to a tribal enterprise.
Compacted or Contracted Tribe	Program Office		Perform all DOI functions except those considered inherently federal.

**4.2 External Organizations.** Identify the non-DOI organizations that support the execution of or contribute to this process.

External Organization	Contribution
None	

**5. Event(s)** Identify the events or conditions that start the process. Describe each event and indicate the frequency (daily, monthly, quarterly, etc.) in which each event is expected to occur. An event may be an external interaction (a beneficiary submits an application), the expiration of a period of time (a lease is due to expire in 90 days), or the realization of some pre-defined threshold (an IIM account reaches the automatic disbursement threshold).

Event	Description	Estimated Frequency
Tribe exercises "First Right of Refusal"	Land use contract may have previously gone for bid; the tribe by form of resolution may exercise "first right of refusal" and award the contract to a tribal enterprise regardless of where the tribal enterprise placed in the bid	



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Event	Description	Estimated Frequency
	selection.	

**6. Inputs and Outputs.** Identify and describe all inputs and outputs related to this process. Inputs are information or materials used during the execution of the process; outputs are materials or information produced by the process.

**6.1 Inputs**

Input	Description
Draft Land Use Contract	Includes previously stipulated terms and conditions of the LNR use agreement.

**6.2 Outputs**

Output	Description
Selected Tribal Enterprise	Land use contract is awarded to the selected tribal enterprise per tribal preference

**7. Fiduciary and Legal Obligations and Controls**

**7.1 Obligations**

Identify and describe the legal and fiduciary obligations that impact this process. For each obligation, indicate the document or commitment that defines the obligation and the citation (paragraph or section) within the document that pertains to this process.

Obligation	Source	Business Impact
See attached Schedule 1		

**7.2 Controls**

Identify and describe any controls (enforcement mechanisms) that may be used to ensure that the process adheres to obligations and internal process requirements. Controls may be reviews, audits, segregated duties, etc. Indicate the reason that each control should be introduced (name the obligation that a control is intended to enforce; indicate any controls required to ensure consistency or reliability).

Control	Reason	Description
Tribal Preference	External control	Tribes may prefer to award land use contracts to a selected tribal enterprise.
Tribal Resolution	External control	Provides understanding of tribal considerations.



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Control	Reason	Description
Memorandum of Agreement	Internal control	Provides agreement and understanding of the manner in which land use contracts are entered into.

- 8. Mechanisms (Systems of Record)** Identify the mechanisms, or systems, that are needed to support the process (ex: Ownership, Leasing, Workflow Management, Office Filing System, etc.). Indicate the information and activities, relevant to this process, that each system supports.

System Name	Support
Realty System	System should allow for automated access to Tribal preference, resolution and MOAs.

- 9. Inter-Process Relationships** Identify other trust processes that are related to this process (either predecessors or successors). If applicable, indicate the condition under which the processes are related.

- 9.1 Predecessors.** Predecessors are processes that either produce information required by this process or that result in the need to execute this process.

Process No.	Name	Condition of Relationship
UM.2.1	Solicit Land Use Contracts	Applications for consideration of land use contracts may be received by tribal enterprises.

- 9.2 Successors.** Successors are processes that either use information produced by this process or that must be executed as a result of performing this process.

Process No.	Name	Condition of Relationship
UM.2.6	Approve Land Use Contract	Delegated line official provides final approval of the tribal enterprise award of the land use contract
B.6.2.3	Beneficiary Involvement for Land and NR Use and Management	Assist with awarding a land use contract.



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**10. Comments** *Summarize any discussion, problems, issues or recommendations that should be considered when reviewing process performance. Category Values (Note, Best Practice, Decision, Problem, Issue, Recommendation)*

Category	Comment
	None